



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

Matt



STEVEN E. CHESTER
DIRECTOR

TO: Current Michigan Licensed Septage Waste Business Owners
With a 2010 License Expiration Date

FROM: Matt Campbell, Coordinator
Septage Waste Program
On-Site Wastewater Unit
Drinking Water and Environmental Health Section
Water Bureau *Matthew Campbell*

DATE: July 10, 2009

SUBJECT: License Renewal

The Michigan Department of Environmental Quality (MDEQ), Septage Waste Program, is offering licensed septage waste businesses the opportunity to renew their licenses early. This offer will benefit your business by giving you an opportunity to avoid any delays in the issuance of your licenses. Also, those issued their renewal license in 2009 can attend authorized continuing septage education (CSE) courses beginning in January 2010 and apply the credits earned toward their next license renewal in 2015.

To qualify, your company must have a "septage waste servicing license" issued in 2005 and your responsible agent (RA) must have a minimum of 30 CSE credit hours. If you do not have your 30 CSE credit hours yet, you are highly encouraged to take the required steps and get all of your renewal paperwork together. Submit the paperwork once the 30 CSEs are accumulated. **Be sure to send the renewal paperwork as an entire package.** It can be mailed to the MDEQ Septage Program once you have accumulated your 30 CSE credit hours. Please note that all MDEQ approved courses are posted on the program website at www.michigan.gov/degseptage under "Downloads/Continuing Septage Education."

To help make the renewal process easier, we are providing Septage Waste Program license renewal application forms and guidance to help you gather the necessary information that is needed by the MDEQ Septage Waste Program to reissue your business license, vehicle licenses, and land application permit(s).

The following forms are for **all** licensed septage waste haulers:

- *MDEQ Authorized CSE Course and Credit Hour Tracking spreadsheet.*
- *Renewal Application for License to Remove and Transport Septage Waste.*

The following forms are for licensed septage waste haulers who land apply.

- *Renewal Application for Site Permit to Land Apply Septage Waste.*
- *Existing Land Site Renewal Application Checklist.*
- *Notice of Renewal Land Application Sample Letter.*

CSE Credits

CSE credits earned by a company's RA over the last 5 years beginning on January 1, 2005, will be accepted for license renewal purposes.

The question has come up concerning whether or not everyone's renewal date posted on the MDEQ website is the one the MDEQ will use to assess CSE credits – the answer is yes, with some exceptions:

- Exception 1 – MDEQ will accept the credits earned from the majority of septage firm owners who earned CSE credits prior to the March 31, 2005, license issuance date. This exception only applies to those renewing in 2010.

Due to budget cuts and other resource limitations the **MDEQ Septage Program is no longer entering and tracking CSE credit hours and is no longer posting them on the program website** from this point on. The responsibility for this belongs to the individual licensed septage waste business. To help with your tracking we have enclosed a CSE course and credit hour spreadsheet. This spreadsheet is also posted on the program website for your use. Please fill it out and return it with the rest of your license renewal paperwork along with copies of the certificates of attendance for each class/course. Those who have already submitted their certificates of attendance for approved CSE courses to the MDEQ do not have to do so again. If in doubt, please attach this information. Another option for CSE credit hour tracking is offered through the Michigan Septic Tank Association.

License Renewal for Business and Vehicles

Please fill out the *Renewal Application for License to Remove and Transport Septage Waste* EQP 5941 SEP 1. Do not leave any item blank or it will be returned to you for completion.

If you have more than 7 vehicles, please make a copy of Page 2 of the above described form as needed.

You are required to submit a separate, signed approval for each septage waste receiving facility (SWRF) used by your business for disposal. This only needs to be done once in a 5-year licensing cycle. Please make a copy of Page 1 of this form as needed or you may submit a signed and dated approval letter from the SWRF.

Land Application Permit Renewal

To help you complete the land application form we highly recommend that you consult the *MDEQ Guidance Manual for the Land Application of Septage Waste*. This guidance manual was mailed in 2007 to every septage waste business owner that land applies, and it is also available on the Septage Program website. Program staff are also available should you have any questions about this matter. A checklist is provided to help you ensure all required land application information is provided for each site that the company wants renewed. If you have multiple sites, please make copies as needed or you can download them from the program website.

Payment

Do not send fees with your renewal application. You will be invoiced in January 2010.

PLEASE RETURN COMPLETED FORMS BY SEPTEMBER 30, 2009.

If you have any questions about this renewal offer, please call MDEQ Septage Program Staff listed below:

- Ebi Burutolu, 517-241-4598; east half of the lower and upper peninsulas.
- Jon Chinnery, 517-241-1452; west half of the lower and upper peninsulas.
- Matt Campbell 517-335-4178, Program Coordinator.

Enclosures